

T-6861

Approved For Release ~~SECRET~~ : CIA-RDP78-03568A000300060002-0

~~SECURITY INFORMATION~~

~~CONFIDENTIAL~~

File 205

8 August 1951

MEMORANDUM FOR: CHIEF, CLASSIFICATION AND WAGE DIVISION

SUBJECT: Reclassification of the position of
STEWARD, [REDACTED] Project

25X1A2d1

1. This will confirm the verbal request of TR(C) yesterday to reclassify the position of Steward, GS-9 to House-manager, GS-11 on the basis that all messing and housing facilities and employees engaged in these activities will be under his supervision. The Deputy Advisor for Management concurred in this reclassification of responsibility and indicated his concurrence upon TR(C)'s copy of the T/O.

2. As we explained it, the position at this time is occupied by a very valuable employee who has recently received very attractive offers from his previous employers. He has demonstrated to our complete satisfaction his ability to handle all aspects of housing and messing operations. It is hoped that by the offer of more responsibility and higher salary that we may be able to retain his services on a contract basis. It is understood that the classification of the position as GS-11 will permit TR(C) to contract with the employee at a salary in the \$5400 - \$6400 range.

3. It is requested that your concurrence in the reclassification ~~will~~ be indicated on an attached copy of this memo and returned to this office for filing.

25X1A9a

[REDACTED]
Administrative Officer, TRD

Approved.
Mos. 7/13/51

JOB NO. _____ BOX NO. _____ FILE NO. _____ DOC. NO. 7 NO CHANGE
IN CLASS/ DECLASS/ CLASS, CHANGED TO: TS S © RET. JUST. 22
NEXT REV DATE 89 REV DATE 5/1/71 REVIEWER 27945 TYPE DOC. _____
NO. PGS 1 CREATION DATE 7/1/51 ORG COMP 40 OF 32 ORG CLASS 5
REV CLASS _____ REV COORD. _____ AUTH: HR 70-3

Approved For Release 2000/04/14 : CIA-RDP78-03568A000300060002-0

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